



Montana Secretary of State's Office IT Biennial Report

FOR FY2010

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EXECUTIVE SUMMARY

The Secretary of State's Office (SOS) continues to move forward on one initiative from the 2008 IT Plan and 2009 Update. The first phase of the SIMS project is the only ongoing initiative at this time. Expanding technical staff to support new SOS applications has been delayed pending budget review.

The two other system initiatives from the 2008 IT Plan, e-Notarization and Content and Records Management, have been cancelled.

The focus on the SIMS project is to modernize the office accounting and work processes, and to retire legacy systems, thereby providing better service to Montana businesses and the public.

SECTION 1: AGENCY IT PLAN ACCOMPLISHMENTS – GOALS & OBJECTIVES

1.1 Goals

ITG 1 Improve Government Services

Description: Develop, deploy and maintain IT solutions that meet the needs of the public, as well as Secretary of State customers and staff.

Benefits: More efficient use of both agency staff and IT resources, and improve public accessibility to government services.

Supports State IT Strategic Plan By:

- Improving government services by providing the best possible service to citizens and staff.
- Developing IT resources in an organized, deliberative and cost effective manner.

Supporting Objective/Action

ITO 1-1 Secretary of State Information Management System (SIMS)

The SIMS project RFP was released in June of 2008 and FileONE was the chosen vendor. The contract was signed in July of 2009. The project has moved through the General Project and Uniform Commercial Code (UCC) Definition phases and is currently in the UCC Analysis phase. Requirements are being examined with the expectation of acceptance criteria and test script development to follow. This fixed fee project has expended monies equal to the phase progress on the project.

Status: On-going

Supporting Objective/Action

ITO 1-2 Content and Electronic Records Management

Status: Cancelled

Supporting Objective/Action

ITO 1-3 e-Notarization

Status: Cancelled

ITG 2 Develop IT Resources in an Organized, Deliberative and Cost Effective Manner

Description: Develop in-house IT staff with up-to-date skill sets, depth of knowledge, cross-training, and the ability to support in-house applications.

Benefits: More efficient use of both agency staff and IT resources

Supports State IT Strategic Plan By:

- Developing IT resources in an organized, deliberative and cost effective manner.

Supporting Objective/Action

ITO 2-1 Expand Technical Support Staff

Defined roles, positions, and training needed to support new applications.

Status: Delayed pending budget review

SECTION 2: IT INITIATIVES STATUS UPDATE

2.1 IT Initiatives (*Taken from 2008 plan and 2009 update*)

Initiative 1 - Title: SIMS (Business Services System Initiative)

Description: Business Services System replacement (extended from the 2006 plan). Replace an aging and outdated legacy mainframe application, and several smaller applications and databases the currently contains information on every registered business in Montana.

EPP Number (if applicable):

Status: *On-going*

Funding: *Partially funded*

Initiative 2 - Title: Technical Support Staff Expansion

Description: To add technical support staff to provide enhanced support services for core support of the ARMI and SIMS systems and state security policy implementation.

EPP Number (if applicable):

Status: *Delayed*

Funding: *Not funded*

SECTION 3: ADDITIONAL INFORMATION - OPTIONAL